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*Community Preservation Committee*  
**MINUTES OF THE June 30<sup>th</sup>, 2022 MEETING**  
**Held Virtually using Zoom Online Software**

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**Members Present:**

Samuel Burrington  
Joanne Sullivan  
Clara Batchelor  
John Spiers  
David Lescohier  
Nancy Heller  
Mini Kolluri

**Members Absent:**

Blair Hines  
Jenny Raitt

**Staff:** Tina McCarthy, Polly Selkoe, Melissa Goff

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Introductions, staff & board members.

Stewart Saginor, of the Community Preservation Coalition gave a presentation about getting started with the new Community Preservation Act funds in Brookline. Q&A followed:

Mr. Spiers & Ms. Kolluri asked about the fluctuation of the base match amount. Mr. Saginor stated that it can vary, as it is closely tied to activity in the real estate market and depends on how many towns join the CPA program. The DOR provides projected amounts in the spring. Also, the amount may depend on state budget surplus contribution. Mr. Saginor explained that there is no guarantee on the state match. He explained funding fluctuation over time and emphasized the importance of constant advocacy at the state level to maintain the state match amounts. Mr. Lescohier mentioned the substantial state budget surplus that currently exists. Mr. Saginor stated that the CPA is one of the first priorities in line for allocations.

Ms. Batchelor asked for clarification about Open Space & Recreation. Mr. Saginor explained project eligibility requirements. Ms. Goff recommended that at Fall Town Meeting the CPC should allocate the required reserve account amounts, and then adjust at annual town meeting. Mr. Saginor agreed.

Mr. Lescohier asked if consultants could be hired with the appropriated administrative funds. Mr. Saginor confirmed that this could be done.

Mr. Saginor answered questions about startup funding rules and stated that the CPA money accumulates until the Committee is ready to accept projects.

Mr. Saginor discussed the budgeted reserve account. If unallocated money is not put into this account, it becomes temporarily unavailable after the tax rate is set until the end of the fiscal year. This is a rule of municipal accounting, everything must be put in a budget before the tax rate is set. Ms. Sullivan asked for any additional rules of using the reserve money. Mr. Saginor added that funds are removed from the account at the end of the fiscal year and put in the CPA fund balance. Other reserve accounts (those designated for Parks, Rec, Housing, Historic Preservation) continue to hold funds and build if they are not used.

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49 Mr. Spiers asked about multi-year funded projects. Mr. Saginor spoke about bonding against future  
50 revenue. The funds need to be appropriated at the time of the project.  
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52 Ms. Selkoe reminded the members about getting sworn in, trained on Open Meeting Law, Conflict  
53 of Interest Training.  
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55 Discussion of how to structure warrant articles, by project, type, or all together. Mr. Saginor  
56 suggested keeping the CPA budget separate from the Town Budget because they are completely  
57 different.  
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59 The meeting adjourned at 9:45 p.m.